



An Equal Opportunity/Affirmative Action Employer

## **Announcement of Intention to Fill a Job Vacancy**

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### **Deputy Superintendent of Finance and Facilities, NS (Director Financial Services Programs 3)**

**Location:** One State Street, New York City or One Commerce Plaza, Albany      **Business Unit:** Operations

**Negotiating Unit:** Management Confidential (MC)

Please note that a change in negotiating unit may affect your salary, insurance and other benefits.

**Salary:** \$162,868 – \$201,711 (salary commensurate with experience)

**Positions located within the New York City metropolitan area, as well as Suffolk, Nassau, Rockland, and Westchester Counties, are also eligible to receive an additional \$3,087 annual downstate adjustment.**

**Appointment Status:** This is an appointment to a position in the exempt jurisdictional class.

**Appointment to this position is pending Governor Appointment's Office and Division of Budget approval.**

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The New York State Department of Financial Services seeks to build an equitable, transparent, and resilient financial system that benefits individuals and supports business. Through engagement, data-driven regulation and policy, and operational excellence, the Department and its employees are responsible for empowering consumers and protecting them from financial harm; ensuring the health of the entities we regulate; driving economic growth in New York through responsible innovation; and preserving the stability of the global financial system.

Under the direction of the Superintendent and Executive Deputy Superintendent for Operations, the Deputy Superintendent for Finance and Facilities is responsible for strategic oversight and direct management of the activities and operations of the Finance and Facilities Bureau, comprised of the Office of Financial Management, Office Services, and Emergency Management business units, within the Operations Division. Duties will include, but not be limited to, the following:

- Advises and makes recommendations to the Superintendent and the Executive Deputy Superintendent for Operations on internal policies and processes covering a wide range of supervisory, transactional, regulatory, and other matters related to above business units;
- Directly supervises leadership and staff of the business units to ensure all units are completing their work effectively and efficiently, including ensuring sufficient staffing for the units, accurate and updated documentation of tasks and work flow;
- Develops, implements, and circulates current policies and procedures to educate Department Leadership on issues concerning procurement and budget;
- Collaborates with other Deputy Superintendents throughout the Department to effectuate best practices for all budgetary, facilities, security and crisis management initiatives and needs;
- Serves as a liaison to the Division of Budget, Office of General Services, Department of Homeland Security and other NYS agencies as needed to ensure Department compliance and participation in all necessary statewide exercises related to the mission of the business units;
- Oversees the Finance and Facilities staffing and target operating model, and prioritizes new hires and support as appropriate;
- Oversees the development and execution of key initiatives and compliance measures concerning financial and

- facilities matters;
- Provides ongoing advice and recommendations to DFS regarding additional and future directions DFS could pursue regarding financial and facilities protocols and policies; and
- Other duties as assigned.

### **Preferred Qualifications**

- Bachelor's degree and 10 years of relevant experience.
- Strong intellectual and management skills, and demonstrate initiatives and dedication to improvement of processes.
- Excellent written and verbal communication, interpersonal and collaborative skills.

### **Appointment method:**

This is an appointment to a position in the exempt jurisdictional class. As such, the incumbent of this position would serve at the pleasure of the appointing authority.

**To Apply:** Interested qualified candidates must submit a resume and letter of interest **no later than October 31, 2023** to the email address listed below. Please include Box# **(Box DSFF-DFSP3-10128)** in the subject line of your email to ensure receipt of your application. **Email submissions are preferred.**

Anthony Craft  
Box DSFF-DFPS3-10128  
New York State Department of Financial Services  
Office of Human Resources Management  
One Commerce Plaza, Suite 301  
Albany, NY 12257  
Email: NCE.Notifications@dfs.ny.gov  
Fax: (518) 402-5071

**All candidates that apply may not be scheduled for an interview**

### **Public Service Loan Forgiveness**

Employment with New York State qualifies an individual for Public Service Loan Forgiveness (PSLF). This program forgives the remaining balance on any Direct Student Loans after you have made 120 qualifying monthly payments while working full-time for a U.S. federal, state, local, or tribal government or not-for-profit organization. To learn more about the program and whether you would qualify, please visit: <https://studentaid.gov/manage-loans/forgiveness-cancellation/public-service>

### **AMERICANS WITH DISABILITIES ACT: REASONABLE ACCOMMODATIONS**

Under the Americans with Disabilities Act (ADA), the Department of Financial Services is required to provide reasonable accommodation for known physical or mental limitations of an otherwise qualified applicant with a disability if an accommodation would enable the applicant to perform the essential functions of the job. If the accommodation would constitute an undue hardship on the operations of the agency, the agency is not required to provide it.

***Pursuant to Executive Order 161, no State entity, as defined by the Executive Order, is permitted to ask, or mandate, in any form, that an applicant for employment provide his or her current compensation, or any prior compensation history, until such time as the applicant is extended a conditional offer of employment with compensation. If such information has been requested from you before such time, please contact the Office of Employee Relations at (518) 473-3130 or via email at [response@oer.ny.gov](mailto:response@oer.ny.gov).***